



Senior Counsel

Posting Date: 10/08/2026

Location: Istanbul, Türkiye

Contract Type: Fixed-term

Contract Length: 2 years (renewable upon satisfactory performance)

Posting End Date: 31/08/2026

About the Bank

The Economic Cooperation Organization Trade and Development Bank (ETDB), is an international financial institution with headquarters in Istanbul, Türkiye. It was established with the vision of becoming the financial pillar of economic cooperation among all Economic Cooperation Organization (ECO) member states by fostering sustainable development and integration.

About the Job

The Bank is seeking a highly qualified legal professional to join the Office of the General Counsel (OGC). Reporting to the Head of the Office of the General Counsel, the successful candidate will participate in delivering legal services to the Bank, with the primary objective of protecting the Bank's legal interests in its operations, financing activities, governance, and institutional framework. The position offers an excellent opportunity to contribute to the legal and institutional integrity of an international financial institution.

Job Description

The successful candidate will be responsible to:

- Assist the Head of the Office of the General Counsel in providing legal advice and assistance on matters relating to the Bank's operations, financing activities, institutional framework, privileges and immunities, and other legal issues affecting the Bank,
- Conduct legal research and prepare legal opinions, memoranda, briefing notes, and other legal documents on matters assigned by the Head of the Office of the General Counsel,
- Conduct legal due diligence for projects, investments, and other transactions to identify legal risks and assess legal feasibility,
- Draft, review, and negotiate financing agreements, procurement and administrative contracts, memoranda of understanding, and other legal documents required by the Bank,
- Participate in negotiations of legal agreements and other legal arrangements with counterparties under the supervision of the Head of the Office of the General Counsel,
- Assist in structuring financing transactions and developing appropriate legal structures, security arrangements, legal terms, and contractual protections,

- Maintain a thorough knowledge of the Bank's internal legal framework and assist in the development, maintenance, interpretation, and amendment of the Bank's policies, regulations, procedures, and standard legal documentation as required,
- Monitor legal and regulatory developments relevant to the Bank's operations, including developments in the Bank's member countries, maintain a thorough knowledge of the applicable laws and regulations of the host country, and advise on their implications for the Bank's operations and activities,
- Maintain effective working relationships with external legal counsel, international financial institutions, international organizations, counterpart institutions, and other stakeholders on matters relevant to the Bank's legal functions,
- Assist in managing legal disputes, claims, arbitrations, mediations, and other dispute resolution proceedings involving the Bank, including coordinating with external legal counsel where required,
- Assist in maintaining the Bank's legal records and original legal documents in accordance with the Bank's procedures,
- Perform such other legal duties and responsibilities as may be assigned by the Head of the Office of the General Counsel.

Required Qualifications and Skills

- Bachelor's Degree in Law (LL.B. in Law) and preferably a Master's Degree.
- Minimum 6 years of progressively responsible legal experience in a commercial bank, investment bank, multilateral development bank, international financial institution, or a reputable law firm with significant banking and finance practice.
- Membership in bar association is a plus.
- Proven experience in drafting and negotiating complex legal agreements and advising on financing transactions.
- Experience in legal due diligence, regulatory compliance, and corporate governance is highly desirable.
- Excellent command of written and spoken English and Turkish.
- Demonstrated ability to prepare professional legal opinions, reports, and correspondence to communicate complex legal concepts clearly, concisely, and effectively in English.
- Strong analytical thinking, with the ability to identify legal issues, assess risks, and develop practical, well-reasoned solutions.
- Communication and organizational skills with a result-oriented approach, integrity, professionalism, client focus, self-motivation, and the ability to build effective relationships with stakeholders.

Application

Candidates are expected to send their CVs **in English language** to **"HR@etdb.org"**. Applications submitted in other languages will not be considered.

When submitting your application, please indicate **"Senior Counsel"** in the subject line.

CVs and any other personal data submitted by candidates may be processed by our external partners for the purposes of conducting recruitment processes. By submitting their application, candidates are deemed to have given their explicit consent to the sharing of their personal data with our third-party partners within this scope.